



## STATE DEPARTMENT OF EDUCATION

650 WEST STATE STREET  
BOISE, IDAHO 83702

TOM LUNA  
STATE SUPERINTENDENT  
PUBLIC INSTRUCTION

January 31, 2008

**Publishing Company Contract Administrators  
Publishing Company Idaho Sales Representatives**

**Subject: 2008 "Call to Bid" for Idaho Curricular Materials (Textbook) Adoption Pre-K-12**  
**Special Call - "Evidence Based" Math Intervention Programs for grades 4-8**

Dear Managers:

We call for and welcome your submissions for PreK-12 curricular materials to the State of Idaho for the 2008 Adoption Process. Curricular materials currently under adoption in Idaho are located on our website at: <http://www.sde.idaho.gov/AdoptionGuide>. The materials are listed by content areas according to Idaho's 6-year Adoption Cycle. This website will provide you with instructions and all required forms for submitting materials.

Idaho reviews only complete curricular materials, textbook series or other curricular materials. Galley proofs, dummy books, manuscripts, demo discs, etc., are not acceptable.

**Special Call - "Evidence Based" Math Intervention Programs for grades 4-8 (See addendum 1 for information; addendum 2 for Timeline/Deadlines)**

**The main content areas for Adoption in 2008 are:**

- 1. Mathematics (Traditional and Evidence Based) PreK-12**
- 2. Professional Technical Education (PTE) categories:** Agriculture & Natural Resources, Business & Office Technology, Career Guidance, Family & Consumer Science, Health Occupations, Marketing Education, Engineering and Technology Education, Trade & Industry Ed; grade level varies, see page 2.
- 3. Keyboarding 1-12**
- 4. Tech Literacy 3-12**

On an annual basis, we accept materials in the following content areas:

- 1. Limited English Proficiency (LEP) Materials PreK-12**
- 2. Computer Applications:** Defined as applications that change versions frequently, due to software upgrades i.e., operating systems, presentations, browsers, word processing, spreadsheets, databases, etc. K-12

Materials will be accepted under "Interim Adoption Provision" in the content areas of:

- 1. Language Arts, Part I: Reading/Literature PreK-12**
- 2. Research Based Reading (RBR) (Comprehensive and Intervention) for PreK-12**

For questions related to a **particular subject/content area** and/or its related Content Standards, Efficacy Study requirement, etc. please contact the Coordinator(s)/Program Manager(s) here at the State Department of Education or Idaho Division of Professional-Technical Education. Contact information is as follows:

**Mathematics** (PreK-12)

**Traditional & Evidence Based**

Cindy Johnstone, Math Coordinator  
(208) 332-6901  
[cmjohnstone@sde.idaho.gov](mailto:cmjohnstone@sde.idaho.gov)

*Interim Adoption*

**Language Arts Part I: Reading/ Literature**

**Research-Based Reading (RBR)**, (4-12)

Jenny Fisk, Reading Coordinator  
(208) 332-6903  
[jfisk@sde.idaho.gov](mailto:jfisk@sde.idaho.gov)

**Research-Based Reading (RBR)**

**Comprehensive & Intervention**, (PreK-3)

Marybeth Flachbart, Reading First Director  
(208) 426-5399  
[MarybethFlachbart@boisestate.edu](mailto:MarybethFlachbart@boisestate.edu)

*Annual Adoption*

**Limited English Proficiency (LEP)** (PreK-12)

Fernanda Brendefur, LEP Coordinator  
(208) 332-1586  
[fmbrendefur@sde.idaho.gov](mailto:fmbrendefur@sde.idaho.gov)

**Computer Applications** (3-8)

**Keyboarding** (1-8)

**Tech Literacy** (3-8)

Corey Simpson, Technology Coordinator (K-8)  
(208) 332-6992  
[crsimpson@sde.idaho.gov](mailto:crsimpson@sde.idaho.gov)

**Professional Technical Education (PTE)**

208-334-3216

**Business & Office Technology** (9-12)

**Marketing Education** (9-12)

**Computer Applications** (9-12)

**Keyboarding** (9-12)

Angie Neal, Program Manager  
[aneal@pte.idaho.gov](mailto:aneal@pte.idaho.gov)

**Health Occupations** (9-12)

Jewels Carpenter, Program Manager  
[jcarpent@pte.idaho.gov](mailto:jcarpent@pte.idaho.gov)

**Career Guidance** (9-12)

Kristi Enger, Career Guidance Coordinator  
[kenger@pte.idaho.gov](mailto:kenger@pte.idaho.gov)

**Family and Consumer Science** (7-12)

Nancy Walker, Program Manager  
[nwalker@pte.idaho.gov](mailto:nwalker@pte.idaho.gov)

**Agriculture Science and Technology** (9-12)

Allison Touchstone, Program Manager  
[atouchst@pte.idaho.gov](mailto:atouchst@pte.idaho.gov)

**Skilled and Technical Sciences** (9-12)

**Trade & Industrial Education** (9-12)

Harold Nevill, Program Manager  
[hnevill@pte.idaho.gov](mailto:hnevill@pte.idaho.gov)

**Engineering & Technology Education** (9-12)

Monti L. Pittman, Program Manager  
[mpittman@pte.idaho.gov](mailto:mpittman@pte.idaho.gov)

**Electronic/On-Line/Technology Programs**

We encourage the submission of software/technology programs. On-line instructional materials must be listed on the Submission/Bid form(s) and Brief form(s) the same as other curricular materials, it must include: *Content Area, College Level, NIMAS Format Status, Program Title(s), Author(s), Copyright Date/Version, Grade Level(s), Retail/Contract Price, Submission Fee And ISBN Number.*

Publishers are required to submit one (1) copy of the software/licensing to the State Department of Education. *This must be a complete product/program or on-line full access of complete program. All software will be housed in a secure area within our Curriculum & Technology Center Library and will be used by the Review Committee for program evaluation. A demo disk/ demo site/partial access is not acceptable.*

Software and web-based resources must be compatible for both Windows and Macintosh based computers. Idaho State Department of Education requires Window format for the Curriculum & Technology Center Library, this is the copy that will be used for the curriculum review week.

**For technology based materials that you feel Review Committees would benefit from a program presentation, please contact Val at 208-332-6967 to schedule a presentation time during the week of June 23-27, 2008.**

### **Correlations & Efficacy Studies**

The Idaho Curricular Materials Selection Committee determines the final correlation of all materials to the Idaho Content Standards – Materials will be reviewed by the Selection Committee according to the *content knowledge and skills* associated with the Idaho Content Standards, for all content areas with standards. Committee correlation(s) are based on student edition and/or teacher editions and/or other essential components. Please clearly identify main and essential components, by listing these items first on the submission/bid form for each program, package or set. Other factors considered in evaluation include screening of organization, presentation and quality.

**Publishers are required to submit correlation of product/program(s) to Idaho Content Standards.**

Curricular Materials Selection Committee determines the final outcome for materials submitted in the category of “Scientifically Research Based”. Evidence based math and research-based reading materials will be reviewed according to Idaho’s criteria for “scientifically based research” as well as correlation to Idaho Content Standards. Actual copies of Efficacy Studies are required for program(s) submitted in this category.

Publishing companies are required to develop a written correlation (documentation and analysis) of submitted programs to the Idaho Content Standards with submission. Please include reference location for each standard found within your program, page number, section location, or other referenced location for each identified standard. You may use the reviewer’s evaluation form located at: <http://www.sde.idaho.gov/adoptionguide/evaluations.asp> or use the specific Content standards located at <http://www.sde.idaho.gov/ContentStandards/default.asp>. All materials approved by the Committee will be placed **under contract, locking in the Bid Price with the state of Idaho for a period of six years.**

**Please note: Mathematics Content Standards for grades 9-12 are currently under revision. Final version should become available in late February or early March. Watch website for posting. If you would like notification of newly revised standards, please email a request to Val for notification of revised standards.**

### **Curricular Materials Requirements**

**Idaho State Textbook Depository, Caxton Printers, Ltd., 312 Main Street, Caldwell, Idaho 83605 (800-657-6465)**

New publishing companies, or those companies not familiar with Idaho’s adoption process, should contact the Idaho’s State Textbook Depository for guidelines on contracting with this agency for adopted materials **BEFORE** completing their Submission/Bid Form(s). Companies with core programs are required to keep on deposit a sufficient number of curricular materials adopted by the State Board of Education to supply the needs and demands of schools within the state of Idaho. Materials adopted as a “Resource” may be placed at Caxton Printers at publisher option. Adopted software programs are not required stock materials at State Textbook Depository. We urge you to contact Caxtons **before** you submit paperwork, fee(s) and sample(s) material for the adoption process.

### **Accessible Electronic Files:**

The Publisher acknowledges that included among the requirements, obligations and stipulations imposed upon the Publisher by said laws, or other documents, it is a requirement to furnish a valid file that complies with the National Instructional Materials Accessibility Standard (NIMAS) for each textbook or print instructional material and to send such file to the National Instructional Materials Access Center (NIMAC) at the American Printing House for the Blind.

### **Idaho School for the Deaf and Blind, 1450 Main Street, Gooding, Idaho 83330 (208-934-4457).**

Publishing companies are required to supply an electronic format, NIMAS format housed at NIMAC, if available, Word or ASCI files when material is unavailable in NIMAS format, this applies to all literary and nonliterary student level curricular materials approved through the adoption process.

### **Main Component**

What constitutes a main component? This can be identified as the primary or essential program component(s) necessary for students to meet Idaho Content Standards. Generally this will be the student edition, however if the teacher edition is the program this needs to be identified as the main component. Any components that are necessary for program implementation need to be identified as main or essential components. If a component is required to meet the Content Standards, this student edition, teacher edition and/or other instruction tool, should be identified as main entry(s), followed by essential components for each program, package, or set identified on the Submission/Bid form. This means essential items should be listed within the first few lines of each program/package/set.

Main component(s) should be the first line entry of each title identified. Title should include the complete program name, plus subtitle. If publisher name is included in title, this needs to be included in title entry.

**Note: Fees will be assessed to all main and essential components, as well as all items schools are required to purchase..**

Please make sure all of your company personnel, especially your Idaho Sales Representative(s), are aware of deadlines and procedures. Please note that all FORMS have been revised, and are dated with the revision date of **January 2008**.

### **SUBMISSION ISTRUCTIONS (See Addendum 1 &2 for deadlines related to Special Call)**

**Deadline March 31, 2008 – Forms and Payment** - Publishers are required to submit an electronic file (this may be emailed or burned onto a CD) as well as a hard copy of all completed forms: Submission/Bid Form(s), one (1) complete set of Brief Forms, for each main component, Form M for technology materials, Form B for print materials, “Efficacy Studies”, and **Submission Fee(s)** by the deadline date of **March 31, 2008** to Val Fenske, Curricular Materials Coordinator at the State Department of Education.

#### **a. Submission/Bid Form(s)**

**Due March 31, 2008** The Submission/Bid Form template is available on the Curricular Materials web page at <http://www.sde.idaho.gov/AdoptionGuide/>

Form is prepared in Word and is required to remain in word format. Submission ***Content Area(s)*** can only be from Content/Subject areas identified in this Call-to-Bid letter.

**Data entered on this form must match exactly to sample(s) and Brief Form(s) for each main or essential component identified (*Content Area, Title of Material, Author(s), Copyright, Grade Level and ISBN.*)**

Attach completed Submission/Bid Form page(s) and Brief Form pages to an e-mail attachment to Val Fenske at [vafenske@sde.idaho.gov](mailto:vafenske@sde.idaho.gov) . Only word files will be accepted. No changes or additions will be accepted after March 31, 2008 deadline.

**Electronic copies by E-mails must note in Subject: PUBLISHER NAME, or abbreviated name, in the (i.e., ABC Publishing Co. – 2008 Submission).** Files burned on CD/DVD are also acceptable. Please label disc with publisher name – 2008 submission. Please check CD/DVD for all files and verify all disc files open.

b. **Brief Form (required for each main/essential component sampled)**  
(See Addendum 2 for deadlines related to Special Call)

The Brief Form is in Word format, and must remain in word format. Please complete all areas completely. The information for the *Content Area, Title of Material, Author(s), Copyright, and Grade Level* **must match exactly** data provided for **each main, essential component** listed on the Submission/Bid Form. The *Content Area* must also correspond to content/subject areas listed on page one of this letter. Note: Brief forms are only required for the main or essential component(s). Information provided in Brief form is used in the program description listed with approved listing. (Brief, concise summaries are best.)

Space is provided for publishers to identify *evidence of effectiveness* for program(s) submitted. This will be a list of studies and dates. Evidence of effectiveness includes any validation studies demonstrating the effectiveness in enhancing student learning for that specific program/component. This should include the names of studies, schools and institutions of higher learning involved in the validation study, as well as the initial indication of “scientifically-based research”. Materials submitted for the categories of Research Based Reading or Evidence Based Math must also include hard copies of actual studies.

Publishers must identify any professional development required for program implementation. You must also provide the amount of training required for successfully implementing program as well as any fees associated with this service.

**Due March 31, 2008** – ***Complete set mailed separately from sample(s)*** - one (1) complete set of all Brief Forms (hard copy & electronic) to Val Fenske by **March 31, 2008** deadline. Brief Form template is located on the Curricular Materials webpage: <http://www.sde.idaho.gov/AdoptionGuide/>.

**Due May 2, 2008** - One (1) copy of the individual Brief Form must be attached **inside** the front cover of each **student edition/CD/kit/** for each main component title identified on submission form. (Please attach correct brief form to each main component sample) To be submitted to Val Fenske, for the Curriculum & Technology Center Library.

**Due May 2, 2008** – One (1) copy of the individual Brief Form must be attached **inside** the front cover of each **student/teacher edition or kit** for each main component identified on ***submission form***, to the Compton Transfer and Storage Company address. (Reviewer’s Copy)

**Due October 24, 2008** - One (1) copy of individual Brief Form must be included **inside**



the front cover of each **student/teacher edition or kit** (main components) adopted by the State Department of Education. Submit samples, to each of the seven (7) Regional Centers. **Sample requirements for Regional Centers: student and teacher editions, program kits/sets and any essential program pieces.** Due to limited space and limited technology services *Computer based and On-line instructional samples* **ARE NOT REQUIRED AT REGIONAL CENTERS** – this is at *publisher's option*. **Ancillary pieces of main component are not required**; however a small sampling of ancillaries is acceptable and is at publisher option. For clarification on required sampling, please contact Val Fenske.

c. **Forms B & M**

- **Form B. Manufacturing Standards and Specification for Textbook** - Required for book submissions. One (1) copy of this form must be signed by an official of the Publishing Company. This is to be included with submission paperwork & fees. Refer to page 51-53 for interpretations to Textbook Specifications. Template is available in word format: <http://www.sde.idaho.gov/AdoptionGuide/>
- **Form M - Electronic Media Manufacturing Standards**. Required for electronic media submissions. One (1) copy of this form must be signed by an official of the Publishing Company submitting electronic media for adoption. Form must be submitted with submission paperwork & fees. Template is available in word format: <http://www.sde.idaho.gov/AdoptionGuide/>

d. **Submission Fee(s) (See Addendum 2 for deadlines related to Special Call)**

**Due March 31, 2008** The submission fee is calculated as “**\$60 or equal to the retail price, whichever is the greater**”, for each main or essential component(s) and for each charged item listed on the Submission/Bid Form for which a school district would be charged for purchasing. Submission fees are assessed for each grade level a program is submitted for. (ie, if your program is for grades K-3, your submission fee would be a minimum \$240.) This amount must be listed in the “Submission Fee Paid” column. This fee is applicable for all materials.

No charge items: Please note replacement charge(s), place parentheses around amount i.e. (\$5.49) Submission fee column will be blank, when this is a no charge item.

The retail price column must be filled in with the amount you are going to charge Idaho schools for a particular item. For software, your fee schedule must include all package options being offered: ie single user, network license, district license, etc.

**Guidelines for determining what constitutes an “item”:**

- An “item” of curricular material which is submitted in various formats and contains the same content and is evaluated as one item will be assessed with a single fee equivalent to the most costly format. Multiple formats/same content include: hardback, soft cover, electronic, loose-leaf, consumable, CD/DVD, etc. Multiple volume sets, produced as separate units and created from a submitted single text, would pay most expensive packaging. Any materials submitted for multiple grade levels must pay a submission fee for each grade level. Materials submitted as a set or kit would pay the cost of kit/set. Fees will be assessed for each grade level that a title/program/kit/package/set is submitted for.
- **Multiple content areas** – Fees assessed for each content area, plus each grade

level. (i.e., Mathematics and PTE Engineering & Technology Education). Fees will be assessed for each content category.

- **Electronic media/ web-based/ server based/ software/ technology programs** that does not accompany textbooks or other curricular materials, but is considered to be a **stand alone** program, and is used in the place of textbooks, or other curricular materials will be reviewed for adoption and assessed a fee per title and grade level (i.e., cost of program to school, individual computer license, site license, etc.) these programs will be assessed according to most expensive licensing/ packaging. Submission form must clearly identify school costs according to available packaging options. For assistance in fee calculation, please contact Val Fenske. You must include information related to additional school costs associated with professional development required for product/ program implementation as well as the length of training required (i.e., hours, days, weeks) this should include your various package pricing.
- **Teacher Editions** - No fee will be required when materials containing the same content as the student text, even though this will be evaluated in conjunction with the instructional program.. **However, in the instances where a teacher's edition/guide constitutes the program, or is required for program implementation, a fee will be assessed.** See main component section noted on page 4.

No fees will be refunded once the evaluation has been completed except in cases of fee miscalculation. Checks should be made payable to *Idaho State Department of Education c/o Val Fenske*. **REMEMBER, SUBMISSION FEE(S) ARE REQUIRED WITH RECEIPT OF SUBMISSION/BID FORM. SUBMISSION FEES AND FORMS MUST BE MAILED SEPARATELY FROM YOUR SAMPLES – FEES DEADLINE IS NO LATER THAN MARCH 31, 2008, February 28 for Special Call Submissions..** Fees will be checked for accuracy to items listed on the Submission/Bid Form and received samples.

- e. **Evidence of Effectiveness** (See Addendum 1 & 2 for information related to Special Call)

**Due March 31, 2008** - Materials submitted for **Research Based Reading** must include actual studies “evidence of effectiveness” showing marked improvement for the designated grade levels material is submitted for. Please refer to No Child Left Behind federal guidelines noted with Reading First position statement located: [http://www.sde.idaho.gov/adoptionguide/docs/rbr/Reading%20First%20Position%20State ment.pdf](http://www.sde.idaho.gov/adoptionguide/docs/rbr/Reading%20First%20Position%20Statement.pdf)

**Materials submitted for “Evidence Based Math”** – This includes any studies including randomization, randomized field trials, and/or control groups.

Please make sure all of your company personnel, especially your Idaho Sales Representative(s), are aware of deadlines and procedures. Please note that all FORMS have been revised, and are dated with the revision date of **January 2008**.

**SPECIAL CALL SHIPMENT DEADLINES & LOCATIONS**  
**Please See Addendums 1 & 2 for Sample instruction**

**MAIN ADOPTION SAMPLES**  
**ALL BOXES MUST BE ADDRESSED AS NOTED ON THIS PAGE**

**These shipping Instructions only apply to MAIN ADOPTION ONLY**  
**(June 23-27, 2008)**

Please clearly identify box contents by indicating submitted content area(s) on box exterior (ie: Math, EB Math, PTE, RBR, LA I, LEP, etc.)

**Sample Set 1. One (1) student/teacher edition ONLY of materials listed on the Submission-Bid Form shipped: (Inside delivery required) Note: If student/teacher edition is available in full access electronic format, print copy is not required. (Curriculum & Technology Center Library Copy)**

**DELIVERIES WILL BE ACCEPTED AFTER MARCH 31, 2008~ AND MUST BE RECEIVED NO LATER THAN MAY 2, 2008**

To:

Val Fenske  
Curriculum & Technology Center Library  
2008 Idaho Textbook Adoption  
Idaho State Department of Education  
650 West State Street, 2<sup>nd</sup> Floor  
Boise, ID 83702

**Sample Set 2. One (1) complete set of sample materials as listed on the Submission/Bid Form shipped: (Reviewer's Copy)**

**NO DELIVERIES ACCEPTED PRIOR TO APRIL 7, 2008~AND MUST BE DELIVERED NO LATER THAN MAY 9, 2008**

To:

Attn: 2008 Idaho Textbook Adoption  
Compton Transfer & Storage Company  
4302 Industrial Street  
Boise ID 83705  
(208) 331-3800

**Note:** Software/ Web-based Technology programs – ONLY REQUIRES 1 copy, this is to be sent to Val Fenske for the Curriculum & Technology Center (CTC) Library. This must be a complete product/program or full access to on-line product. A demo disk/ demo site/ partial access are not acceptable. Software and web-based programs must be compatible with Window and Macintosh based computers. CTC Library requires Windows based programs.



**Review of Materials** (See Addendum 1 &2 for events & deadlines related to Special Call)

The Curricular Materials Selection Committee will convene **June 23-27, 2008** in Boise to review submitted materials for grades PreK-12. The nineteen (19) member Selection Committee with additional assistance of Content Specific Specialists (teachers, administrators and other experts) from throughout the State of Idaho will evaluate and correlate submitted materials to content specific standards. The June review week will culminate with the Committee's formal recommendation for all materials submitted for 2008 Adoption, to the State Board of Education.

The State Board of Education will take those recommendations under consideration during their August Board meeting and make a final ruling. Publisher notification and contracts will follow State Board of Education decisions. Contracts for newly approved materials will be effective as of September 1, 2008.

**Contracts** (See Addendum 2 for deadlines related to Special Call)

Contracts will be mailed to publishing companies by **August 29, 2008**. Included with the contract will be a copy of the publisher's original Submission-Bid Form, highlighting any Selection Committee changes.

**Deadline September 19, 2008 - Executed Contracts**

(See Addendum 2 for effective contract dates related to Special Call)

Signed contracts from the publishing companies must be returned to the State Department of Education by **September 14, 2008**. Otherwise, materials will be pulled from the Curricular Materials Library, deleted from the Adoption Guide, and the adoption process for those materials will be deemed null and void. Submission fee(s) will not be refunded.

**Annual Curricular Materials Caravan** (October)

During **October**, only the newly approved materials will be showcased on the annual Curricular Materials (textbook) Caravan. The sites for 2008 are Moscow on October 8<sup>th</sup>, Boise on October 28<sup>th</sup>, Twin Falls on October 29<sup>th</sup>, and Idaho Falls on October 30<sup>th</sup>. Only publishers of materials approved during the 2008 Adoption qualify to participate in Caravan. Only materials approved in 2008 can be shown on Caravan. Flyer noting locations and dates: <http://www.sde.idaho.gov/adoptionguide/docs/caravan.pdf>  
Caravan registration packet will be included with publisher contracts.

**Regional Centers**

**Deadline October 24, 2008 - Samples of Material(s) - Seven (7) Regional Centers Due**  
(Date also applies to all materials approved for Special Call)

**Reminder –Brief Forms are required to accompany sample materials as outlined above in the guidelines for Brief Forms. Brief forms should be attached inside the front cover of main component (Student or Teacher Text). Place in the very front of kit contents. Please verify the Brief form matches material it is attached to.**

## Regional Centers Continued

Due to limited space and technology capabilities Sample requirements for Regional Centers are as follows: ***STUDENT EDITION, TEACHERS EDITION and/or TEACHER GUIDES and any other ESSENTIAL COMPONENT(S) for each state approved title/ series/ kit,*** (Small sampling of ancillaries is at publisher's option). These are the materials placed under contract and listed on the Submission/Bid Form as approved (see submission/bid form enclosed with contract). Materials are due at the seven (7) Regional Centers by the deadline date of **October 24, 2008. NO COMPUTER SOFTWARE OR ON-LINE INSTRUCTIONAL MATERIALS ARE REQUIRED TO BE SENT TO THE REGIONAL CENTERS (publisher's option).** Address and ship as follows.

Attn: Claudia Nelson  
N.L. Terteling Library  
The College of Idaho  
2112 Cleveland Blvd  
Caldwell, ID 83605

Attn: Janice Burkholder  
Curriculum Resource Center  
Albertson Library  
Boise State University  
1910 University Blvd  
Boise, ID 83725

Attn: Joe Alldredge  
Acquisitions Department  
David O McKay Library, MCK 306  
Brigham Young University–Idaho  
Rexburg, ID 83460-0405

Attn: Lori Bonner  
University of Idaho  
Instructional Materials Technology Center  
College of Education, Room 310-208A  
Moscow, ID 83844-3089

Attn: Shu-Yuan Lin  
Instructional Materials Center (IMC)  
College of Education, B-61  
Idaho State University  
1550 East Terry  
Pocatello, ID 83209

Attn: Shannon Casteel  
Curriculum Library  
Lewis Clark State College  
500 8<sup>th</sup> Avenue  
Lewiston, ID 83501

Attn: Lois Roberts  
John Riley Library  
Northwest Nazarene University  
623 Holly Street  
Nampa, ID 83686

These Regional Centers serve as public depositories for teachers, principals, superintendents, curriculum directors, parents, education majors, college professors, etc. for viewing any state approved curricular materials.

### **Idaho Adoption Guide**

The complete listing of newly adopted PreK-12 materials, as well as those PreK-12 materials on contract from previous years, will be posted to the State Department of Education web page by **December 1, 2008**.

Curricular Materials are listed by content areas; the listings of all state approved curricular materials are located at <http://www.sde.idaho.gov/AdoptionGuide/>

The key features and other information included within the Approved Listing for each main component is obtained from publisher submitted brief forms. Correlation percentage is the percentage Selection Committee establishes during the week of June 23<sup>rd</sup>. This percentage represents the committee's correlation to the Idaho Content Standards.

***For any questions in regards to this letter and its contents*** or related to Idaho Adoption Process, please contact:

**Val Fenske, Coordinator**  
**208-332-6967**  
[vafenske@sde.idaho.gov](mailto:vafenske@sde.idaho.gov)

We look forward to renewing our associations with those publishers who have completed the process in previous years and anticipate the creation of similar associations with companies new to this process.

Sincerely,



Val Fenske, Coordinator  
Curricular Materials

**Special Call – 2008 Math Initiative**  
**Evidence Based Intervention Math (Grades 4-8)**  
***See Addendum 2 for Timeline and Deadlines***

This is a Special “Call-to-Bid” for Evidence Based Intervention (EBI) Math Programs, specifically designed for grades 4-8. Timeline/Deadlines listed in Addendum 2 are pending legislative funding approval. Without legislative approval this Special Call Category will be reviewed under our main adoption timeline/deadlines.

“Evidence of Effectiveness” includes any studies that include randomized field trials, and/or control groups. Copy(s) of actual studies, field trials are required.

The proposed 2008 Math Initiative funding will provide funding for implementing a state wide math intervention program. Materials approved in this category will be considered for this opportunity and will qualify for use of federal funds by Title I schools.

Publishers are required to correlate materials to the Idaho Content Standards:  
<http://www.sde.idaho.gov/ContentStandards/default.asp> Publisher correlations must include notation of standard(s) location (page, section, unit, ect.)

Research Based Rubrics is currently under revision and upon completion will be posted to: <http://www.sde.idaho.gov/adoptionguide/evaluations.asp>

**SUBMISSION OF SAMPLES (2 Sets)**

**ALL BOXES MUST BE ADDRESSED AS FOLLOWS – Due March 14, 2008**

**Sample Set 1.** One (1) student/teacher edition ONLY of materials listed on the Submission/Bid Form shipped: (Inside delivery required) Note: If student/teacher edition is available in full access electronic format, print copy is not required.

Ship To: Val Fenske  
Curriculum & Technology Center Library  
Idaho State Department of Education  
650 West State Street, 2<sup>nd</sup> Floor  
Boise, ID 83702

**Sample Set 2.** One (1) complete set of sample materials as listed on the Submission/Bid Form shipped to:

Cindy Johnstone, Math Coordinator  
Idaho State Department of Education  
650 W State Street  
Boise ID 83702

Note: Any materials received after the March 14<sup>th</sup> deadline will be reviewed the week of June 23-27<sup>th</sup>, during our main adoption.

## IDAHO STATE DEPARTMENT OF EDUCATION

## Special Call – 2008 Math Initiative

Evidence Based Intervention Math (Grades 4-8)

## Timeline and Deadlines

Special “Call-to-Bid” for “Evidence Based” Intervention Math Programs. This is for Intervention math programs specifically designed for grades 4-8. Timeline/Deadlines listed are pending legislative funding approval\*.

“Evidence of Effectiveness” for this category includes any studies including randomization, randomized field trials, and/or control groups.

**“Evidence Based” Intervention Math Grades 4-8**

**February 29, 2008** **Deadline:** Submission/Bid Form, Brief Form(s) and payment of submission fee(s) to:  
Val Fenske, Coordinator  
Idaho State Department of Education  
Curriculum & Technology Center  
650 West State Street, 2<sup>nd</sup> Floor  
Boise ID 83702

**March 14, 2008** **Deadline:** **One (1) complete set of samples** to: **Cindy Johnstone**, Math Coordinator  
Idaho State Department of Education  
650 W State Street  
Boise, ID 83702

**and**

**One (1) copy Student/Teacher Text\*\* to:** Val Fenske, Coordinator  
**Full version or full software access** Idaho State Department of Education  
**(Small sampling of ancillaries, optional)** Curriculum & Technology Center  
**(Electronic version – if available\*\*)** 650 West State Street, 2<sup>nd</sup> Floor  
Boise, ID 83702.

**March 14, 2008** **Deadline:** **“Evidence of Effectiveness” – One (1) complete set required. Include any studies including randomization, randomized field trials, and/or control groups -** Ship to: Val Fenske, at above address. ***Please label box as containing Research Documentation.***

**March 14, 2008** **Deadline:** **Correlations to Idaho Content Standards main/essential component(s) only** (student edition, teacher edition when TE constitutes instruction). **2 sets required.** Ship to: Val Fenske at above address. ***Please label box as containing Correlation.***

**April 2-3, 2008** Curricular Materials Selection Committee and subject area specialists from around the state, meet in Boise to review and evaluate materials submitted for adoption. Committee recommendations are then sent to the Idaho State Board of Education for formal adoption.

**May 19-20, 2008** Idaho State Board of Education receives Selection Committee recommendations and formally adopts materials for Idaho Schools.

**June 6, 2008** Contracts mailed to publishing companies with copy of Bid Form highlighting any changes made by Committee. Effective contract dates: July 1, 2008 – December 31, 2014.

**July 1, 2008** **Deadline:** **Signed Contracts** from publishing companies to State Department of Education. If signed contracts are not returned by the deadline date, materials will be pulled from the CTC Library, deleted from the Adoption Guide, and the adoption process for those materials will be deemed null and void (submission fee will not be refunded).

*\*Without funding these programs will be reviewed in June with main adoption*

*\*\* If student and teacher editions are available in full access electronic format (Web-based or CD Rom). Print version is not required.*